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MontCAS Montana Comprehensive Assessment System March/April 2006 Newsletter

There's More to Assessment Than Testing

Registration continues for the Office of Public Instruction May 1 and 2 statewide assessment conference at the Red Lion Colonial Inn in Helena. Registration and program information are online at <http://www.opi.mt.gov/assessconf/>.

The conference is intended to provide a broad base of information on assessment and use of the data for test coordinators, curriculum directors, staff responsible for student information systems and information related to student achievement, and department/grade-level chairs.

We are pleased at the enthusiasm of registrants and look forward to registrations continuing to increase.



Coach's Corner

Have you ever run into difficulty when trying to print out one of the large documents posted on the web site? Here is a tip that might make a difference. Rather than opening the file in your browser and trying to print it, you should first save the file to your computer desktop, then open and print it from there. The instructions for saving a file vary, depending on the browser you are using. Here are three common browsers and instructions for each.

- **Internet Explorer:** Highlight the file you want to save, **right-click** with your mouse button, select "**Save Target As**" and choose Desktop from the Save As dropdown list.
- **Safari:** Highlight, right-click, select "**Download Linked File**", and choose Desktop.
- **Firefox:** Highlight, right-click, select "**Save Link As**", and choose Desktop. Once the file is saved click the icon for that file on your desktop to open it, and then choose File, Print.



REMINDER: Grade Level Expectations

Grade Level Expectations for grades 3-8, grade 10, and upon graduation for reading and math continue to be online:

<http://www.opi.mt.gov/PDF/Standards/MathExpectations.pdf>

<http://www.opi.mt.gov/PDF/Standards/ReadingExpect.pdf>

2006 OPI Data Submission and Enrollment Information



The following are opportunities for schools and districts to review data for the Iowa Tests and the CRT. The information below is also available online:

<http://www.opi.mt.gov/PDF/Assessment/CI/06DataTable.pdf>

2006 OPI CRT Testing Cycle Enrollment Count

- Schedule
 - March 6, 2006 Window Opens
 - April 13, 2006 Last day to submit to County Superintendent
 - April 20, 2006 Last day to submit to OPI
- By school
- All grades in the school—not just the tested grades
- Total number of students and students in subgroups in each grade
 - Enrollment
 - Number enrolled on the last day of the school's CRT testing window
 - Attendance
 - Number in attendance on the last day of the school's CRT testing window
- Citrix log in and passwords are needed to gain access to the submission site for this OPI data collection.

<https://enthln001.state.mt.us/Citrix/MetaFrame/default/login.aspx?ClientDetection=On>

 - Remember, your password changes every other month. Everyone's password should end with the letters MA (March/April).
- OPI Contact
 - Andy Boehm aboehm@mt.gov OR 406-444-0375

2006 Measured Progress CRT Demographic Data Verification

- April 24 – May 19, 2006
- Tested Grades—system test coordinators will verify and edit student level demographic data (including adding or deleting students) online
 - By School
 - By Grade
 - By Student
- Measured Progress site: <http://iservices.measuredprogress.org>
- April 14, 2006- Measured Progress will mail memo with instructions and passwords
- Measured Progress Montana Help Desk
 - 1-888-792-2741
 - 8 am – 4 pm Mountain Standard Time

2006 OPI Comparability Study of Testing Cycle Enrollment Count and CRT Demographic Data

June 2006

- OPI will compare enrollment data counts and the data submitted to Measured Progress through bar code label data submission, answer documents, and data verification.
- Following the study, every school will receive a printout comparing enrollment data reported to OPI and the data submitted to Measured Progress and verified during the April 24 – May 19 data verification window.
- OPI will work with schools to correct any errors.

2006 Iowa Tests (NRT) Disaggregated Data Review

- Schedule
Week of June 12, 2006
 - By mail, system authorized representatives receive user names and passwords and directions for accessing online secure data (directions will be included in the mail)
- July 24 - August 4
 - School districts review Iowa Tests disaggregated data on a secure online site
 - School districts contact OPI if they have questions (contact information is below)
- OPI Contacts
 - Mike Chapman mchapman@mt.gov OR 406-444-4527
 - Judy Snow jsnow@mt.gov OR 406-444-3656

MontCAS Phase 1

Deadline for Returning Iowa Tests Answer Documents

April 14, 2006

In order to complete scoring and calculate statewide results, all Iowa Tests and answer documents must be sent to Riverside

Publishing Company no later than April 14, 2006.

- Use the labels provided by Riverside and follow the packing directions in the *2006 Test Coordinators Guide* on pages 18 and 19.
- Box on-grade (4, 8, and 11) and off-grade (other optional grades) answer documents separately.
- Please plan ahead and call for FedEx pickup ahead of time. If you have any problems, please contact Brenda Granstrom at Riverside Publishing:
 - brenda_granstrom@hmco.com
 - (800) 767-8420 x6103
- Follow the guidelines in the *2006 Test Coordinators Guide* for inventorying testing materials and storing them in a secure location.
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The Future of MontCAS, Phase 1—The NRT (Iowa Tests)

At its January 2006 meeting, the Board of Public Education began the process for a rule change that affects the statewide administration of the Iowa Tests. The board voted for a notice of hearing on a proposed amendment to the Administrative Rules of Montana (ARM 10.55.603 and 10.56.101) concerning assessment for students in grades 4, 8, and 11 in Language Arts, Reading, Math, Social Studies and Science.

The proposed amendment would be effective **after** the spring 2006 statewide administration of the Iowa Tests to all students in grades 4, 8, and 11. Following are the options under consideration:

- Testing all students in grades 4, 8, and 11 in the fall of 2006 OR
- Testing a representative sample of students in grades 4, 8, and 11 in the fall of 2006 unless research determines that a sample is not feasible. Schools selected for the sample would be required to participate.

On February 27, 2006 at 9:00 am, a public hearing was held to consider the amendment of the above-stated rules relating to assessment.

Discussion will follow at the May Board of Public Education meeting. That meeting is May 11 and 12 at the Montana School for the Deaf and Blind in Great Falls.

<http://www.bpe.state.mt.us/meetings.shtml>

If the rule change is approved for the Iowa Tests, the following are the tentative windows:

Tentative Contact Date for schools selected for the sample: August 2006

Tentative Testing Window: Two weeks within October 9 – November 9, 2006

MontCAS Phase 2

Boxes Ready to Ship



Annette Moody, Test Coordinator at Hardin, sent this picture of her office with boxes to Measured Progress awaiting pickup by UPS. Congratulations to Annette and all test coordinators.



CRT Help Line

Nancy Hall and Lee Metcalf will continue to answer questions on the Measured Progress Help Line. They advise calling the help line ahead of time with questions about data verification.

Number to call: 1-888-792-2741

Hours: Business days, 8am – 4pm, Mountain Standard Time

CRT and CRT-Alternate Online Demographic Data Verification

All student-level data (data submitted to Measured Progress for bar code labels and coded during testing for students without bar code labels) will be online during the Measured Progress data verification window, April 24-May 18. A memo with detailed information and passwords will be mailed from Measured Progress on April 14. A key to reporting/coding categories will be attached to assist in the verification process. During verification, please verify that

- Demographic data for every student is correct; make changes when necessary.
- Students not in school and/or district (full academic year) were coded correctly.
- Students no longer enrolled at the time of the OPI testing window enrollment count are not listed. If they are listed, you will have an opportunity to delete their names.
- New students whose students response booklets (SRB) were hand bubbled are included.

Over 2,700 (school/grade combinations) Special Handling envelopes were received and processed by Measured Progress. These envelopes contained used Student Response Booklets (SRB) that required special handling or hand scoring due to tears, students using a highlighter in an SRB, and other conditions that occurred during testing. Many of the SRBs placed in the Special Handling envelope did not have a note attached; therefore, Measured Progress processed the SRBs after a careful inspection by program management. The online data verification window is an opportunity to verify that all student-level data is accurate and to verify that Measured Progress processed and interpreted the SRBs correctly.

CRT and CRT-Alternate Standard Setting—2006



Successful standard setting for the CRT and CRT-Alternate depends upon the participation of Montana educators. Cut scores for the four proficiency levels on the CRT and CRT-Alternate are recommended by panels of Montana educators with grade and content experience. If you haven't already, please consider participating in this very important process. Renewal units, honoraria, and expense reimbursements are provided. Below are details on dates and application.

- Information letter from Measured Progress and a copy of the online form are on the OPI website <http://www.opi.mt.gov/assessment/Phase2.html#TD>
- All applications to participate must be completed on the Measured Progress website <http://iservices.measuredprogress.org>
- Applications must be completed online by April 14, 2006
- Applicants will be notified by May 4, 2006
- All meetings will be at the Red Lion Colonial Hotel in Helena.

- Participants will be reimbursed for travel, meals (those not provided during the sessions), and lodging expenses.
- Participants will receive renewal units and honoraria
- Dates
 - June 21-22
 - CRT, Reading and Math, grades 4, 8, and 10
 - June 20-22
 - CRT-Alternate, Reading and Math, grades 3-8 and 10
 - July 26-27
 - CRT, Reading and Math, grades, 3, 5, 6, and 7

Modified Achievement Standards



The Office of Public Instruction has received notification of a grant award to study the use of the existing CRT but with modified achievement standards. The purpose of this planning grant is to examine new participation option for students with disabilities. The study includes a field test in September of 2006. Grade 5 students in fall of 2006 who took the CRT as grade 4 students in spring 2006 and were identified as having an IEP will participate in the field test. Timelines and processes are currently in the planning stage with more details provided in the May *JUMP*.

CRT and CRT-Alternate Testing Windows for Spring 2007

The tentative windows are:

- ✚ CRT: March 6 – March 29, 2007
- ✚ CRT-Alternate: Feb. 13 – March 29, 2007

Contact Information

Office of Public Instruction
 Judy Snow, State Assessment Director
 406-444-3656 jsnow@mt.gov